

## APPLICATION FOR INDIGENT SUBSIDY (NPO and NGO ORGANISATIONS)

ACCOUNT NUMBER: \_\_\_\_\_

DATE: \_\_\_\_\_

### APPLICANT DETAILS:

<b>Name</b>			
<b>Address</b>			
<b>ID No.</b>		<b>CRM no. (Internal)</b>	
<b>Home no.</b>		<b>Cell Phone no.</b>	

### DECLARATION BY APPLICANT:

I the undersigned, .....(PRINT NAMES AND SURNAME)

In my capacity as ..... for the abovementioned organisation do hereby:

1. Make oath that the above property complies with all the above mentioned conditions for a public benefit organisation's and not-for-gain institution's exemption, in terms of the Municipal Property Rates Act No. 6 of 2004 and the NMBM's rates policy, and
2. Authorize that the Municipality may inspect the property at any reasonable time during the financial year to confirm compliance with the Conditions of the exemption. Where access is denied, the exemption may be withheld, or withdrawn, if already effective.

### Part A – Submission of Application and Required Documents

In order for this application to be considered, the following documents must accompany the application. Failure to submit the required documents will render the application incomplete and a Re-application will be required.

#### Document Requirements:

- An *original or certified copy* of a letter from the South African Revenue Services (SARS) confirming that the organisation is registered with SARS as a Public Benefit Organisation in terms of part one the Ninth Schedule of the Income Tax Act.
- All property's seeking an exemption must submit a letter from their auditors and annual financial statements confirming that the applicant qualifies for an exemption.

**PART B- General Information**

Kindly mark with an X

- Properties used exclusively as hospitals, clinics, mental hospitals, orphanages, retirement villages, old age homes, or any other benevolent institutions, provided that any profits from the use of such properties are used entirely for the benefit of the institution and/or to charitable purposes within the Municipality;
- Properties belonging to not-for-gain institutions or organisations that perform charitable work; land used exclusively for cemeteries and crematoriums;
- Properties declared in terms of the Cultural Institutions Act, No. 29 of 1969 or the Cultural Institutions Act, No. 66 of 1989;
- Museums, libraries, art galleries and botanical gardens registered in the name of private persons and open to the public;
- Properties registered in the name of a trustee or trustees and/or organisations, as defined in the Social Aid Act, No. 66 of 1989, which are maintained for the welfare of war veterans and their families;
- Properties owned and/or used by youth organisations for the promotion and development of the youth
- Properties owned, or used, by institutions or organisations, the exclusive aim of which is to protect birds, reptiles, fish and animals on a not-for-gain basis;
- Properties registered in the name of and used primarily as a place of public worship by a religious community, including an official residence registered in the name of that community which is occupied by an office-bearer of that community who officiates at services at that place of worship in terms of Section 17(1)(i) of the Act.

**PART C- Commissioner of Oath's Stamp**

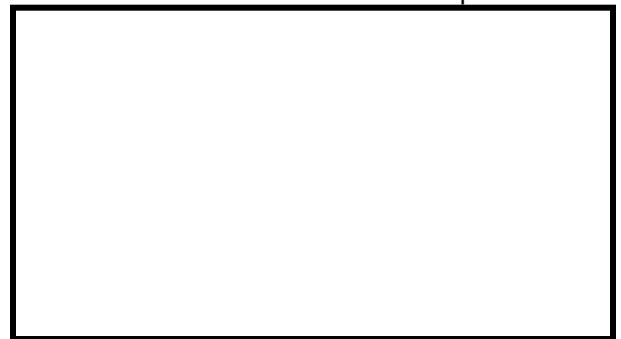
I certify that the deponent has acknowledged that he/she knows and understands the contents of this Affidavit which was signed and sworn to before me at .....

On this ..... day of ..... 20 .....

Commissioner of Oath Stamp

.....  
COMMISSIONER OF OATH'S FULL NAMES

.....  
SIGNATURE



Signature.....

## Declaration By Applicant:

- a) All particulars furnished in this form, including the total income of myself, all occupants of and/or tenants on the premises are, to the best of my knowledge and belief, **true and correct**;
- b) Should all or some of the particulars furnished in this form **change** for any reason, I undertake to immediately inform the Municipality. Failure to do so, may lead to me being disqualified from the ATTP Subsidy Scheme for 12 months;
- c) Apart from the **property** indicated on this application form, neither I nor any other occupant and/or tenant owns any property within South Africa;
- d) I agree that municipal officials may conduct an **on-site audit** to verify the information supplied in this application form. Should the official visiting my property find no adult person to sign the verification form, the official will leave a note to inform me (the applicant) of the unsuccessful visit. After three unsuccessful visits, I will be disqualified from the ATTP Subsidy Scheme;
- e) I am fully aware that supplying **false information** on this form is punishable by law and that if I am disqualified due to fraudulent acts in respect of the ATTP Subsidy Scheme, I will be reported to the South African Police Services and be liable for all associated legal costs;
- f) I accept and agree that the supply of **water** to my premises may be restricted by a flow-control washer device and/or any other method the Municipality may deem fit. In the event of a water leakage, I will report it to telephone number 0800 20 50 50;
- g) I further agree that the credit electricity meter will be replaced by a **pre-paid meter** at council's expense;
- h) I confirm that I am fully aware of the policy and conditions pertaining to the ATTP Subsidy Scheme, as detailed in this form;
- i) **Disqualification** and full reversal of ATTP subsidy granted will be implemented in the event of the following:
- a. property being sold within three years of ATTP having been granted
- b. property being used for business purposes
- c. non-disclosure of tenants details
- j) I agree and accept that if I am disqualified from the ATTP Subsidy Scheme for any of the above reasons; it will result in a waiting period of **12 months** before I am eligible to re-apply.
- k) In Terms of the Protection of Personal Information Act.No4 of 2013, I hereby give the Nelson Mandela Bay Municipality my consent to obtain or verify any personal and financial information of myself and all occupants living on my property or mentioned on this application form. The Credit Check Fee will be debited to my account if I am disqualified from ATTP due to non-Disclosure of information.

## Verklaring Deur Aansoeker:

- a) Alle besonderhede wat op dié vorm verstrekk word, insluitend die totale inkomste van myself, alle bewoners en/of huurders op die perseel, is na die beste van my wete en oortuiging, **juis en korrek**;
- b) Sou al of van die besonderhede wat op dié vorm verstrekk is om enige rede **verander**, onderneem ek om die Munisipaliteit onmiddellik in kennis te stel. Versuim om dit te doen, kan daartoe lei dat ek vir 12 maande van die Hulp-aan-die-Armes-subsidieskema gediskwalifiseer word;
- c) Benewens die **eiendom** wat op dié aansoekvorm aangedui word, besit nóg ek nóg enige ander bewoner en/of huurder enige eiendom in Suid Afrika;
- d) Ek stem in dat munisipale beamptes 'n **perseeloudit** mag doen om die inligting wat op dié aansoekvorm verstrekk word, te verifieer. Indien die beampte wat my eiendom besoek, geen volwasse persoon aantref om die verifiëringsvorm te onderteken nie, sal die beampte 'n kennisgewing laat om my (die aansoeker) van die onsuksesvolle besoek te verwittig. Na drie onsuksesvolle besoeke sal ek van die Hulp-aan-die-Armes-subsidieskema gediskwalifiseer word;
- e) Ek is ten volle daarvan bewus dat die verskaffing van **onjuiste inligting** op dié vorm regtens strafbaar is en dat, indien ek weens bedrieglike handelings ten opsigte van die Hulp-aan-die-Armes-subsidieskema gediskwalifiseer word, ek by die Suid-Afrikaanse Polisie diens aangemeld sal word en vir al die regskoste aanspreeklik sal wees;
- f) Ek aanvaar en stem in dat die **watertoevoer** na my perseel met 'n vloei-beheer-wastertoestel beperk mag word en/of enige ander metode wat die Munisipaliteit goed mag dink. In die geval van 'n waterlekkasie, sal ek dit by telefoonnommer 0800 20 50 50 aanmeld;
- g) Ek stem verder in dat die kredietelektreitsmeter deur 'n **vooruittetaal-meter** vervang sal word;
- h) Ek bevestig dat ek ten volle bewus is van die beleid en voorwaardes van toepassing op die Hulp-aan-die-Armes-subsidieskema, soos op dié vorm uiteengesit word;
- i) **Diskwalifikasie** en volle omswaaiing van die Hulp-aan-die-Armes-subsidie wat toegestaan is, sal in die geval van die volgende geïmplementeer word:
- a. verkoop van eiendom binne drie jaar nadat die Hulp-aan-die-Armes-subsidie toegestaan is
- b. gebruik van eiendom wat vir besigheidsdoeleindes
- c. nie-bekendmaking van huurders se besonderhede
- j) Ek stem in en aanvaar dat, indien ek om enigeen van bogemelde redes van die Hulp-aan-die-Armes-subsidieskema gediskwalifiseer word, dit 'n wagtydperk van **12 maande** tot gevolg sal hê voordat ek in aanmerking kan kom om heraansoek te doen.
- k) Hiermee gee ek NMBM die magtiging om enige persoonlike en finansiële inligting van myself en alle bewoners op die perseel te bevestig en te bekom wat deur ons verskaf was. Ons gee op ons reg op die POPPI ACT sodat NMBM die nodige dokumente kan bekom

## Ingxelo Ehyanziwa Ngumcei:

- a) Zonke iinkcukacha ezinikezelwe kule fomu, kukukacha umvuzo wam, bonke abantu abahlala apha kunye/okanye abarenta kule ndlu, ngokokwazi kwam, **ziyinyani kwaye zilungile**;
- b) Ukuba kuthe kwenzeka zonke okanye ezinye zezi nkukukacha zinikezelwe apha kule fomu **zitshintshe**, ngenxa yaso nasiphi na isizathu, ndiya kuqinisekisa ukuba ndazisa uMasipala. Ukungenzi njalo kungakhokelela ekubeni ndikhutshwe kuluhlu lwabaxhamla kwi-ATTP iinyanga ezili-12;
- c) Ngaphandle kwale **ndlu** ichazwe kule fomu yesicelo, mna okanye omnye wabahlala kuyo kunye/okanye abarenta kuyo abanayo enye indlu kwingingqi yalo Masipala umbaxa;
- d) Ndiyavuma ukuba amagosa kaMasipala **angeza azokwenza uhlolo** ngenjongo yokungqinisa ulwazi olunikezelwe apha. Ukuba amagosa afike kungekho mntu mkhulu unokutyikitya izihlandlo ezi-3, igosa elo liya kushiya imbalelwano echaza ukuba belifikile, isihlandlo ngasinye kwaye loo mntu ufake isicelo uya kukhutshwa kuluhlu lwabaxhamla kwi-ATTP;
- e) Ndiyayazi ukuba ukunikezela **ngolwazi olungeyonyaniso** kule fomu kuchasene nomthetho kwaye kuyohlwayelwa. Ukuba ndithe ndakhutshwa kuluhlu lwe-ATTP ngenxa yezenzo ezigwenxa, ndiya kumangalelwa emapoliseni kwaye iindleko iya kuba zezam;
- f) Ndiyakwamkela kwaye ndiyakuvuma ukuba **amanzi** anikezelwa kwindlu yam angacuthwa ukuphuma kwawo ngesixhobo sokulawula amanzi ahambayo kunye/okanye nayiphi na indlela uMasipala ayibona ilungile. Xa kukho ukuvuza kwamanzi, ndiya kuyichaza ngokutsalela ku: 0800 20 50 50;
- g) Ndikwavuma ukuba imitha yombane ohlawulwa mva iya kutshintshelwa **kweyombane wekhadi**
- h) Ndiyangqina ukuba ndiyawazi umthetho nemiqathango ngokungqamene ne-ATTP njengoko kuchaziwe kule fomu;
- i) **Ukukhutshwa kwi-ATTP** kunye nokubuyiselwa ngokupheleleyo kwe-ATTP enikezelweyo kuya kuzalisekiswa:
- a. ukuba indlu ithengiswe kwisithuba seminyaka emi-3 emva kokunikezelwa kwe-ATTP
- b. ukuba indlu isetyenziselwa ishishini
- c. ukungachazwa kwabantu abarentayo
- j) Ndiyavuma kwaye ndiyakwamkela okokuba xa ndithe ndakhutshwa kwi-ATTP ngenxa yesinye sezizathu ezichazwe ngasentla; ndiya kulindiswa **iinyanga ezili-12** phambi kokuba ndivumeleke ukuba ndifake isicelo kwakhona.
- k) Ndinikezela imvume kuMasipala ukuba aphande nge nkukukacha zam kunye naye wonke umntu ohlala kwindawo yam malunga nenkcukacha ebesendizinikezele. Sinikezela imvume kwi POPPI ACT ukuba uMasipala aphengulule ezo mpepha

I Hereby agree to the Terms of the declaration, as stated above and as set out in the Nelson Mandela Bay Municipality Assistance to the Poor Policy.

INFORMATION SUPPLIED BY: .....  
FULL NAME SIGNATURE DATE

**Submission of Application:**

Completed ATTP applications must be certified by a Commissioner of Oaths and may be submitted at any Customer Care Center within the Metro. Electronic copies may also be submitted to [customercare@mandelametro.gov.za](mailto:customercare@mandelametro.gov.za)

**FOR OFFICE USE ONLY:**

The applicant was assisted by: .....  
*FULL NAME* *SIGNATURE* *DATE*

**OFFICE SUPERVISOR:**

The Application was checked by: .....  
*FULL NAME* *SIGNATURE* *DATE*

Application completed at: .....Office